

Subject: Re: LA Fleet Week Welcome Party
From: Lorena Parker
Date: 07/18/2016 02:03 PM
To: Benjamin Johnson
CC: Joe Pielago <jpielago@sanpedrobid.com>

Ben,

Please see my responses below.

Lorena Parker
Executive Director
San Pedro Property Owners' Alliance
San Pedro Historic Waterfront
Business Improvement District
390 W. 7th Street | San Pedro, CA 90731
T [310.832.2183](tel:310.832.2183) | F [310.832.0685](tel:310.832.0685)
Lparker@sanpedrobid.com
www.sanpedrobid.com

On Mon, Jul 18, 2016 at 1:40 PM, Benjamin Johnson <ben.johnson@lacity.org> wrote:

Hi All - I'm will begin to send you something today, but i want to make sure I have some of the figh info:

For each event, I'm lookign for this the following info... with question in red to be answered by you:

VENUE NAME: World Stage San Pedro – outdoor stage

VENUE COMPLETE ADDRESS: Corner of South Mesa and West 6th Street, San Pedro, CA –next to Sanfuko Japanese restaurant (does not have an official address **Is there an actual street address? 398 W. 6TH STREET, SAN PEDRO 90731**)

VENUE PHONE: San Pedro Property Owner's Alliance – Managers San Pedro Event - **Who should be the main contact? LORENA PARKER 818-970-6084 ALTERNATE CONTACTS: JOE PIELAGO 310-701-2980 (SEPT. 1ST ONLY) 1ST AND 3RD THURSDAY CONTACT WILL BE ANDY PHAM 562-277-5283**

VENUE WEBSITE: <http://www.1stthursday.com/> BEN, WE USE OUR FACEBOOK PAGE TO PROMOTE FIRST THURSDAY.

<https://www.facebook.com/DowntownSanPedro/>

VENUE CAPACITY: Outdoor on the street – public corner location - Shall we say 100? **but potentially 1,000 of people walking by? OK**

SIGNATORY FIRST AND LAST NAME (IF DIFFERENT THAN PROMOTER): Lorena Parker - **confirm that Lorena is the Signatory CONFIRMED**

AGE RESTRICTION: all ages

ADVANCE TICKET PRICE: no tickets, free event CORRECT

DAY OF SALE TICKET PRICE: no tickets free, but promotion will begin with signed contract CORRECT

MERCH RATE/WHO SELLS: no seller available, band must supply all sellers, **and the band will take 100% of proceeds - confirm - BID will provide a merch table? NO**

ANNOUNCE DATE: as soon as contract is signed YES

ON SALE DATE: as soon as contract is signed YES

PRODUCTION CONTACT FIRST & LAST: Lorena Parker **or who**

PRODUCTION EMAIL: LParker@sanpedrobid.com **or ANDY PHAM** APHAM@SANPEDROBID.COM

PRODUCTION CELL: Lorena's AND ANDY'S work phone [310-832-2183](tel:310-832-2183); LORENA CELL: 818-970-6084 ANDY CELL 562-277-5283- **I'm assuming this will be another person, so pelase conform who is the production contact.**

A couple of questions:

- Who is the contact at BID for procuring the check? LORENA PARKER And asking for proper Tax withholding forms? Name and contact info
- Who will be the point of contact for the bands when they arrive? ANDY PHAM Name and contact info? 562-277-5283
- Who will be actually producing the show? Stage Manager? Name and contact info? TBD
- Who will be reviewing tech riders, stage plots, equipment rentals, sound/lights? TBD
- Where will the band park? THERE IS A PARKING LOT ADJACENT TO THE STAGE
- Will there be a green room/waiting area for bands? NO, BUT OUR OFFICE IS NEARBY IF THEY WOULD LIKE TO WAIT THERE.
- Will there be artist hospitality? NO.
- Who is ensuring there is proper power for this event? TBD

Thanks!

Ben

On Fri, Jul 15, 2016 at 4:06 PM, Joe Pielago <jpielago@sanpedrobid.com> wrote:

Ben,

This is Joe from the PBID office. Hope you are well. I am working to program two stages (8hrs of entertainment) and have some fun stuff in the works.

Lorena has asked me to begin working with you to understand and finalize some awesome entertainment for the LA Fleet Week Welcome party.

Can we set up some time next week (wed-Friday) to discuss what we already have booked and what we can time slot for you.

We are also asking for the entertainments technical riders, plot plans, and space lots as our equipment and stage rental team are asking.

Cheers, and let me know a good time for you!

[San Pedro Property Owners' Alliance](#)

Joe Pielago

Tourism Ambassador

e: jpielago@sanpedrobid.com

o: [310-832-2183](tel:310-832-2183)

c: [310-701-2980](tel:310-701-2980)

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Ben Johnson

Director of Performing Arts

Department of Cultural Affairs

City of Los Angeles

201 N. Figueroa St, Suite 1400

Los Angeles, CA 90012

Mail Stop 380

General Info: [213-202-5500](tel:213-202-5500)

Phone: [213-202-5508](tel:213-202-5508)

ben.johnson@lacity.org

www.culturela.org